



DEPARTMENT OF THE ARMY  
OFFICE OF THE ASSISTANT SECRETARY  
MANPOWER AND RESERVE AFFAIRS  
111 ARMY PENTAGON  
WASHINGTON, DC 20310-0111

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**FEB 12 2010**

MEMORANDUM FOR

Office of the Chief of Army Reserve (OCAR), 2400 Army Pentagon, Washington DC  
20310-2400

Director, National Guard Bureau (NGB) 111 S. George Mason Drive, Arlington VA 22204

SUBJECT: Army Policy Guidance for Cash Reimbursement for Unused Post-Deployment/Mobilization Respite Absence (PDMRA) for Reserve and National Guard Personnel During the Period of January 19, 2007- August 18, 2007

1. References:

(a) Under Secretary of Defense memorandum, Department Implementing Instructions Section 604, BENEFITS UNDER POST-DEPLOYMENT/MOBILIZATION RESPITE ABSENCE PROGRAM FOR CERTAIN PERIODS BEFORE IMPLEMENTATION OF PROGRAM, of the National Defense Authorization Act for Fiscal Year 2010 (FY10 NDAA), February 1, 2010

(b) Under Secretary of Defense memorandum, Subject: Unused Post-Deployment/Mobilization Respite Absence (PDMRA) for Reserve and National Guard Personnel, January 14, 2009

2. Effective immediately, this memorandum implements Army policy guidance set forth in reference (a) and applies to Reserve and National Guard members qualifying for PDMRA between the Office of the Secretary of Defense (OSD) announcement of the program on January 19, 2007 and publication of the Army implementation guidance on August 18 2007. This authority expires on October 28, 2010. There is no authority to expand this authority to compensate other Soldiers outside the period of the authority in reference (a).

3. OCAR and NGB desiring to utilize the aforementioned authority for retroactive cash reimbursement must provide the Deputy Chief of Staff (DCS), G-1 a consolidated by name listing of all RC/NGB Soldiers that qualify for a cash reimbursement of unused PDMRA days during the qualifying period listed in reference (a) that was not previously reimbursed under the authority listed in reference (b). The consolidated list must contain the Soldier's full name, last four of his SSN, periods of qualifying service, number of PDMRA days earned, number of PDMRA days previously used, dollar amount owed and the date Soldier is paid. This list will be updated monthly and provided to the DCS, G-1, DAPE-PRC in order to track progress of the reimbursement action. NGB and OCAR have overall management responsibility of the reimbursement action for their

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management responsibility of the reimbursement action for their respective components.

4. OCAR and NGB units can submit their consolidated unit reimbursement action on a DA Form 4187, Personnel Action. Instructions on filling out the DA Form 4187 are:

- a. Unit cash reimbursement request on the DA Form 4187 will be routed through their battalion/brigade level headquarters (HQ) for certification signature to the NGB/OCAR Resource Management Office (RMO).
- b. Certification official must be a Colonel or above.
- c. In Section III, check "other" and specify PDMRA- Cash Reimbursement.
- d. In Section IV, indicate "See attached unit consolidated list of Soldiers due a PDMRA cash reimbursement."
- e. Attachment should be the unit's list of Soldiers who the unit has validated by review of mobilization orders/DD Form 214 that they qualify for a cash reimbursement of PDMRA days earned based on eligibility in reference (a) and were not compensated through later authority in reference (b) or internally by the unit.
- f. As a minimum, attachment will include the Soldier's name, rank, last four of the SSN, PDMRA days earned, PDMRA days used, PDMRA days remaining, total cash entitlement, date paid. OCAR and NGB can develop and provide unit's a standardized format for this data sheet.
- g. The DA Form 4187 will be forwarded after certification to the NGB/OCAR Resource Management Office who will reconcile the unit list via data matching. After certification, NGB/OCAR RMO will forward the list to the Defense Finance and Accounting Service (DFAS), Military Pay Operations for payment.

5. HQDA will use current year dollars (Military Personnel, Army) to fund this requirement.

6. NGB and OCAR will provide their execution plan to DCS, G-1, Compensation and Entitlements Division by 19 February 2010 and an end of month update on the number of Soldiers processed for cash reimbursement and number remaining to be paid.

7. The Army staff points of contact are Mr. Bosko, DSN 222-5945 or commercial (703) 692-5945, email is Victor.Bosko@us.army.mil, LTC Arroyo, DSN 222-6889 or commercial (703) 692-6889, email is Oswald.C.Arroyo@us.army.mil

Handwritten signature of Karl F. Schneider in black ink, with the date 20100212 written to the right.

Karl F. Schneider  
Principal Deputy Assistant Secretary of the Army  
(Manpower & Reserve Affairs)